

File: ODA

ODP 708-77
14 April 1977

MEMORANDUM FOR: Chief, Information & Privacy Staff,
ODA

FROM : [REDACTED]
Executive Officer, ODP

STATINTL

SUBJECT : Computer Application Possibly
Subject to the Privacy Act

1. The attached memorandum describes a computer application which ODP recently developed. As we discussed recently on the telephone, I intend to send descriptions of this kind to you as they occur in order to get your advice as to whether ODP or the customer Office involved is required by the Privacy Act to do anything before using the file.

2. I would appreciate your guidance on this application, for our records, at your earliest convenience.

STATINTL

Att: Memo fm [REDACTED] 3 Div/ODP dtd 12 Apr 77

Distribution:
Orig + 1 - adse

- 1 - C/MS
- 1 - DD/P/ODP
- 1 - Privacy file
- 1 - DDI file
- ✓ 1 - DDA file
- 1 - ODP Registry
- 1 - O/D/ODP chrono

12 April 1977

MEMORANDUM FOR:

STATINTL

FROM :

SUBJECT : DDI Personnel Rotational Assignment File

1. On 17 February 1977, the DDI Administrative Staff requested programming support to develop and maintain a file of DDI personnel on rotational assignment. Also, they wanted the capability to produce several reports from the file. One report would be a list of all individuals from a particular home office.

2. I have provided them with the above support. The file is maintained using CAMEXEC and the reports are generated by the RAMIS data base management system.

3. For each person on a rotational assignment, the following fields are in the file:

Name
Grade
Home office
Rotational office
Job assignment
Starting date of assignment
Ending date of assignment
Next office assignment after current assignment
Bilateral assignment? (Yes or No)

4. DDI Administration Staff expects to have records for about 200 persons in the file on a continuing basis.

5. The name of the project is DDIROTATE and its Prism Project Number is 10953. The data is stored in the customer's VM space as ROTATE CEFIL. My customer contact on the DDI Staff is [REDACTED] extension 5276.

STATINTL

STATINTL